

## Appendix H

### Unit Environmental Self-Assessment

This appendix provides a generic checklist for leaders to assess the state of their unit's environmental program and the unit's compliance with environmental laws and regulations. Leaders should check with their installation/operational staffs to incorporate applicable state, local, or HN environmental regulations. Once supplemented, this list serves as a tool to conduct a unit's environmental self-assessment. All "no" responses will require corrective action. A more comprehensive assessment (if desired) can be conducted using ECAS or ECE checklists available from the installation or by requesting a courtesy visit from the installation environmental office.

YES	NO	I. Management
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		1. Is an ECO appointed in writing?
		2. Is the ECO properly trained as soon as possible after the duty assignment?
		3. Does the ECO maintain a file containing applicable references, appointing orders, inspection records, and training documents for the last 24 months?
		4. Have all soldiers/Marines received the required environmental training? Is that training documented?
		5. Does the unit's SOP cover spill prevention and response?
		6. Does the unit's SOP cover the use of the MSDS?
		7. Does the unit SOP cover pollution prevention?

**YES    NO    I.    Management (continued)**


8. Does the unit have a recycling program?
9. Is good housekeeping evident in POL, HM, and HW storage areas?
10. Does the unit have appropriate references (ARs, FMs, TMs, installation regulations, command policies, SOPs) on hand?

**YES    NO    II.    Accumulation Sites**


1. Are there adequate dikes or catchment areas around accumulation sites?
2. Are HW, used oil, or other possible pollutants stored in authorized containers?
3. Are used oil tanks pumped out when full?
4. Are containers properly labeled?
5. Are containers secured to prevent contamination by rainwater or any other potential contaminant?

**YES    NO    III.    Hazardous Material/Hazardous Wastes**


1. Are amounts of HM on hand limited to the minimum needed (no stockpiling of HM)?
2. Is the unit's HM/HW inventory (quantity and location) up to date?
3. Do HW containers have drum logs to account for all additions and to specify personnel authorized to make additions to the containers?
4. Are MSDSs on hand for all HM? Are MSDSs readily available to all workers exposed to HM?

YES	NO	III. Hazardous Material/Hazardous Wastes (continued)
		5. Is HW accumulated in authorized containers?
		6. Are containers labeled according to directives?
		7. Are containers in good condition and closed when not in use?
		8. Are contents of containers compatible with the container?
		9. Are accumulation start dates and HW labels on each HW container?
		10. Are container storage areas inspected at required intervals?
		11. Is HM/HW managed for prompt pick up and transportation to disposal facility according to directives?
		12. Are used oil accumulation tanks only used for collection of used oil?
		13. Are danger and warning signs conspicuously placed?
		14. Is spill prevention and control equipment adequate?
		15. Are personnel trained in the proper handling, collection, storage, or transportation of HM/HW?
		16. Are dumpsters free of HM/HW items?
		17. Are used POL cans and drums disposed of properly?
		18. Are asbestos-containing parts (brake shoes, clutch plates, and equipment insulation) removed, collected, and disposed of properly?
		19. Are batteries stored/disposed of properly?

**YES      NO      III.      Hazardous Material/Hazardous Wastes (continued)**


20. Is equipment containing radioactive sources (i.e., gun/mortar sights, M8A1 alarms) properly stored to prevent breakage and release of radioactive materials? Are incidents reported properly?

21. Is ammunition stored properly?

**YES      NO      IV.      Solid Waste Management**


1. Are procedures to reduce production of waste enforced?

2. Are product separation and recycling efforts in effect?

3. Are source reduction practices enforced?

4. Is the unit requisitioning only supplies needed (not stockpiling excessive materials)?

5. While washing waste containers, are water, soap, kitchen grease, or garbage kept from entering the street, storm drainage system, or groundwater source?

6. Are solid waste containers kept closed?

**YES      NO      V.      Spill Prevention**


1. Is the unit spill prevention plan present? Is it understood and being followed?

2. Are oil, fuel, battery acid, hydraulic oil, or other HM spills properly reported?

3. Does the unit enforce prohibitions against discharging pollutants into storm or washrack drains or pouring pollutants on the ground or along fence lines?

4. Are small oil spills cleaned up promptly and effectively?

**YES      NO      V.      Spill Prevention (continued)**


5. Are drip pans used under vehicles/equipment and spigots of POL product barrels where spills are likely to occur?
6. Is contaminated soil properly disposed of at a designated authorized disposal area?

**YES      NO      VI.      Recycling Program**


1. Is all material recycled according to directives?
2. Is the unit delivering material to the installation's recycling center?
3. Are recyclable materials source-separated?
4. Is contaminated material separated from recyclables?
5. Is the unit recycling all materials accepted by the installation's recycling center?
6. Are dumpsters free of recyclable items?
7. Are used cleaning solvents recycled/collected properly?

**YES      NO      VII.      Washracks**


1. Are vehicles and/or equipment washed only in authorized washracks?
2. Is steam cleaning equipment used only in authorized washracks?
3. Are washracks and vicinity free of contaminated soil, sand, and silt?

**YES      NO      VII.      Washracks (continued)**

		4. Are readable signs prominently posted to indicate which solvents or soap may be used, where appropriate?
		5. Are metal gratings or baffles present and in good condition at washrack oil interceptor, catch basins, and floor drains?
		6. Are washrack areas free of oil and/or fuel spills? Are the washrack areas free of oily rags and trash?
		7. Are treatment devices (oil and grease interceptors, catch basins, collection ponds, drains, and tanks) properly maintained and serviced?
		8. Does the SOP indicate how to request maintenance for and pumping of oil/water separators?
		9. Are faucets and/or backflow preventors in good operating condition?
		10. Are only authorized soap, solvent, or chemicals used with steam cleaning equipment?
		11. Are oil/water separators in good working condition?
		12. Are vehicle/equipment/aircraft wastewater discharges tied into a treatment system?

**YES      NO      VIII.      Land Management**

		1. Are vehicles maneuvered only in authorized areas?
		2. Are surface areas and curbs free of vehicular damage?
		3. Is the area free of litter?
		4. Is gravel used only in authorized areas and in an authorized manner?

YES	NO	VIII. Land Management (continued)
		5. Are archaeological, cultural, and historical resources safeguarded?
		6. Are vegetation/trees only being cut, removed, or used with appropriate approval (range control/forester)?
		7. Are personnel ensuring that garbage, refuse, and rubbish are never burned or buried on ranges or training areas without appropriate approval?
		8. Are storm water ditches in the vicinity of motor pools free of POL or other HM/HW?
		9. Are detention ponds and sump collection points functional and properly serviced?
		10. Are paint sprays and battery and radiation repair operations conducted properly and coordinated with the EMO, safety, and preventive medicine offices?
		11. Are collection points established with proper containers and servicing for all maintenance-generated wastes?
		12. Does the unit fill in fighting positions and all other excavations upon exercise completion and redeployment?
		13. Does the unit have a maneuver damage control element for each operation? Are all damages properly reported and corrected according to command guidance?
		14. Are refueling sites located away from sensitive areas such as wetlands, water sources, drainage areas, and endangered species habitats?
		15. Does the unit have appropriate spill prevention equipment at high risk locations (refueling, maintenance, messing) and is it available to spill prevention personnel?
		16. Does the unit use track turning pads where appropriate?
		17. Does the unit confirm and mark sensitive areas to prevent damage to endangered species habitat and archaeological/cultural areas?
		18. Does the unit conduct soldier/Marine environmental awareness briefings before an operation?

**YES      NO      VIII.    Land Management (continued)**

		19. Does the unit conduct smoke operations and the proper use of pyrotechnics according to local regulations and policies?
		20. Does the unit coordinate with the installation/operational staff before an exercise to obtain information on the AO in regard to environmental issues?
		21. Does the unit cross or ford streams/rivers at authorized areas?
		22. Is the unit aware of noise restrictions (limited hours, rotary wing operations, demolitions, proximity to civilian population, endangered species habitat) and comply with them?

**YES      NO      IX.    Local Supplemental Requirements (coordinate with installation EMO/operational staff)**

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